

***MAINTENANCE CONTRACT 2019  
FOR  
HOLIDAY INN EXPRESS***



**Proposal**

**2019**



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**1.**

**SCOPE OF WORKS**

**1.1** This contract shall cover the maintenance of all mechanical plant and equipment as scheduled in paragraph 1.2. This contract does not include for any maintenance as scheduled in paragraph 1.3

**1.2** Schedule of Proposed Plant to be Maintained

**1.**

**SCOPE OF WORKS**

**1.1** This contract shall cover the maintenance of all mechanical plant and equipment as scheduled in paragraph 1.2. This contract does not include for any maintenance as scheduled in paragraph 1.3.

**1.2** Schedule of Proposed Plant to be maintained

**Main Plant & Control Items:**

1. Gas boilers DHW Nat Gas Direct
2. Gas detection system
3. Building Management System
4. Cold Water Storage Tank Inspection CWS
5. Cold Water Booster Pumps Sets
6. Sewage/ Sump Pumps
7. Water Mgt. Legionella Risk Assessment
8. Water Mgt. Storage Tank Chlorination
9. Air Handling Units
10. Extract Fans

**1.3** Schedule of Plant & Equipment Excluded from this contract

- a) Electrical installation associated with all plant in 1.2 above.

**1.4** The mechanical maintenance shall be for 1 year.



- 1.5** The maintenance contract amount shall include only for the complete “service procedure” for a particular item of plant, as listed in the manufacturers literature (contained in the O & M manual), to be carried out on the plant item. This will be relevant for all items listed in 1.2 above.
- 1.6** Any defective equipment or problems with the systems will be listed and shall be included with our service report and associated results.
- 1.3** Schedule of Plant & Equipment Excluded from this contract all pool treatment equipment.
- All electrical equipment and plant.
- 1.4** The mechanical maintenance shall be for 1 year.
- 1.5** The maintenance contract amount shall include only for the complete “service procedure” for a particular item of plant, as listed in the manufacturers literature (contained in the O & M manual), to be carried out on the plant item. This will be relevant for all items listed in 1.2 above
- 1.6** Any defective equipment or problems with the systems will be listed and shall be included with our service report and associated results
- 1.7** There will be a number of complete system service carried out per year. This will involve visits to site of a number of specialist service engineers. All of these visits will be programmed and the client will be given advance notice.



## **2.**

### ***SERVICE REPORTS***

- 2.1** Quinn Downes Service & Maintenance shall give the client 2 days' notice prior to the intended service calls to site and seek approval from the client.
- 2.2** It is proposed that all site visits be carried out during normal working hours. Agreement for out of normal hours work can be arranged where servicing may cause disruption to the clients trading/operations
- 2.3** A report shall be submitted to the client after all of the servicing has been Completed detailing results and any recommendations. Initial report will be issued within 2 days followed by a comprehensive report c/w recommendations within 2 weeks.
- 2.4** A report shall consist of the following:-
- a)** A description of the equipment and area where the inspection and service was carried out
  - b)** The type of service carried out
  - c)** Any recommended action required shall be included where equipment is found to be defective and a cost for same will be issued
- 2.5** No additional works shall be carried out without the written approval of the Client except in the event of an emergency



### **3.**

### ***MATERIAL***

- 3.1** Essential materials required to carry out the maintenance/service programme are included. Any materials required to carry out repairs will be included in quotations supplied with our service reports
- 3.2** All redundant material shall be removed from site and has been allowed for in this contract. The costs associated with the removal and safe disposal of Hazardous material is not included for and the cost of same will be quoted for in writing as the occasion arises

### **4.**

### ***LABOUR***

- 4.1** This contract includes for the supply of fully qualified labour to carry out the complete service of all items included in the scope of this contract.
- 4.2** Schedule 8 indicates our call out rates for various times throughout a 24 hour period
- 4.3** All rates are fixed for a 12 month period, effective from the date of your official order, or the commencement date indicated on that order

### **5.**

### ***DURATION OF CONTRACT***

- 1.1** To be agreed
- 5.1** The maintenance contract shall be for a period of 12 calendar months commencing on  
A date approved by the client.
- 5.2** This contract can be terminated if it is found to be unsatisfactory by the client after 1 months' notice.
- 5.3** This contract is subject to re-negotiation where the scope of works has been significantly altered



<b>6. SCHEDULE OF PLANT/EQUIPMENT PROGRAMME</b>
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6.1 A schedule of plant and associated maintenance visits is outlined in Appendix no. 1

6.2 This schedule is not final and may be expanded or reduced pending client Requirements

<b>7. HEALTH &amp; SAFETY</b>
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7.1 This maintenance contract shall comply with the clients Health & Safety Statement

7.2 Quinn Downes Service & Maintenance shall issue on request a copy of the company's Health & Safety Statement

7.3 This contract shall comply fully with all current applicable regulations and standards:-



8.

**SCHEDULE OF RATES**

**RATES FOR PLUMBER AND APPRENTICE AND CALL OUT CHARGES**

**Rates for Plumber and Apprentice**

Monday to Friday	0800 to 1700	Plumber/Fitter Apprentice	€52.00/hour €26.00/hour
Monday to Friday	1700 to 2400	Plumber/Fitter Apprentice	€65.50/hour €35.00/hour
Monday to Friday	2400 to 0800	Plumber/Fitter Apprentice	€75.00/hour €40.00/hour
Weekend work	Saturday & Sunday	Plumber/Fitter Apprentice	€75.00/hour €40.00/hour

**Call Out Charges**

- Normal Hrs :Minimum Call out charge @ €105..includes travel + 1<sup>st</sup> hour on site
- Outside Hrs :Minimum Call out charge @ €140... includes travel + 1<sup>st</sup> hour on site

**Materials:**

Materials net cost +10%





## ***HOLIDAY INN EXPRESS***

### **PPM Proposed Schedule 2018**

ITEM	PLANT & EQUIPMENT DESCRIPTION	QTY	MODEL/ MANUFACTURER	LOCATIO N	SERVICE DETAIL	SERVICE COMPANY	PROPOSED DATE
1	Gas Condensing Boiler's	5		Basement	Check all functions Flue gas analysis, check correct operation of burner, clean boiler	Quinn Downes Service & Maintenance	Bi Annual
2	Gas detection system	1		Basement	Carry out checks in accordance the manufacturer's specification. Verify system is fully operational and slam shut valve is working	Quinn Downes Service & Maintenance	Annual
3	Building Management System	1		Basement	Check controls and alarms and calibration of sensors and stats	Quinn Downes Service & Maintenance	Bi Annual
4	Cold Water Storage Tank Inspection CWS	2		Basement	Carry out a visual inspection for internal cleanliness. 2. Take an E.coli sample. If required quote for a deep clean and chlorination.	Quinn Downes Service & Maintenance	Bi- Annually
5	Cold Water Booster Pumps Sets	2		Basement	Check pumps are running correctly Check controls Check charge on pressure vessel	Quinn Downes Service & Maintenance	Bi Annual



ITEM	PLANT & EQUIPMENT DESCRIPTION	QTY	MODEL/ MANUFACTURER	LOCATION	SERVICE DETAIL	SERVICE COMPANY	PROPOSED DATE
6	Sewage/ Sump Pumps	2		Basement	Check pumps are running correctly Check controls and alarms	Quinn Downes Service & Maintenance	Bi Annual
7	Water Mgt. Legionella Risk Assessment	1		Basement	Carry out a yearly Ricks assessment	Quinn Downes Service & Maintenance	Annual
8	Water Mgt. Storage Tank Chorlination	1		Basement	Clean and disaffection the tanks and issue certs	Quinn Downes Service & Maintenance	Annual
9	Air Handling Units	2		Basement	Check the drive belts for wear and correct tension. Adjust or replace where necessary. Check the running current of the drive motor and log. Check for any undue noise or vibration. Check all isolating valves for freedom of movement. Check all heating and cooling coils and remove all lodged debris. Grease up bearings where necessary. Check condensate lines to ensure no blockages.	Quinn Downes Service & Maintenance	Bi Annual



10	Extract Fans	2		Basement	Check the drive belts for wear and correct tension. Adjust or replace where necessary. Check the running current of the drive motor and log. Check for any undue noise or vibration. Check all isolating valves for freedom of movement. Check all heating and cooling coils and remove all lodged debris. Grease up bearings where necessary. Check condensate lines to ensure no blockages	Quinn Downes Service & Maintenance	Bi Annual
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**MAINTENANCE CONTRACT 2019  
FOR  
Holiday Inn Express Maintenance Schedule**

**MECHANICAL SERVICES PPM**

**1 Year Maintenance Contract for each item of plant listed and intervals listed in schedule above (as per attached appendix)**

**Total cost; € 7,600.00 Per Annum NET OF VAT 13.5%**

**Signed on behalf of Quinn Downes:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**Signed on behalf of Client:** \_\_\_\_\_

**DATE:** \_\_\_\_\_